

Special Session

Agenda Item #	4
Meeting Date	2 May 2005
Prepared By	Linda Walker Affordable Housing Manager
Approved By	Barbara B. Matthews City Manager

Discussion Item	Ordinance authorizing a contract with Consumer Credit Counseling Services of Greater Washington, Inc. for a Takoma Park Home Buyer's Club
Background	<p>On April 25, 2005, the Council considered a proposal from Staff to provide funding for the establishment of a home ownership training program for local residents. The Council has encouraged the promotion and creation of home ownership opportunities for Takoma Park residents for several years.</p> <p>The proposed Takoma Park Home Buyer's Club is designed to assist residents, over a twelve-month period, to become financially ready and more knowledgeable about the home buying process. Individuals who successfully completed the course would be eligible for low interest home loans offered by the county. Training would be provided by Consumer Credit Counseling Services of Greater Washington, Inc. (CCCS), the only HUD approved counseling service in the county.</p> <p>The cost of the proposed program is estimated at \$12,800. Costs will vary depending upon the number of participants. The proposed budget provides for up to thirty participants. As of Monday, April 25, fifteen individuals had enrolled. If approved, the course would begin in June 2005.</p> <p>The Council is asked to approve the proposed programming and to authorize the City Manager to execute a contract for services with Consumer Credit Counseling Services of Greater Washington, Inc. (CCCS), a sole source provider, in an amount not to exceed \$12,800.</p> <p>To address the budgetary concerns raised by the Council during the April 25 work session, required funding would be encumbered in FY05. Such action would not require the Council to approve any funding requests prior to the adoption of the FY06 budget.</p>
Policy	<p>"The City Council of the City of Takoma Park supports the provision, enhancement, and protection of affordable housing opportunities throughout our community for all of our citizenry . . . We will provide vision, leadership, and support to public and private efforts which will provide affordable home ownership opportunities throughout the city."</p> <p><i>Affordable Housing Policy and Action Plan - July 2002</i></p>

Fiscal Impact	Funding Source	FY05 City Goals Budget	\$ 12,800
	Estimated Budget	CCS Contract	\$ 9,100
		Credit Reports (30)	2,250
		Supplies and Miscellaneous	<u>1,450</u>
		Total Estimated Expenditures	\$12,800
Attachments	<ul style="list-style-type: none"> • Ordinance authorizing a contract with Consumer Credit Counseling Services of Greater Washington, Inc. for a Takoma Park Home Buyer's Club • Proposed Budget (FY05 - FY06) 		
Recommendation	To consider adoption of the proposed ordinance at its first reading		
Special Consideration	Second reading of the ordinance is tentatively scheduled for May 9, 2005		

Introduced by:

1st Reading:

2nd Reading:

ORDINANCE NO. 2005-

**AN ORDINANCE AUTHORIZING EXECUTION OF CONTRACT FOR SERVICES WITH
CONSUMER CREDIT COUNSELING SERVICES OF GREATER WASHINGTON, INC.**

WHEREAS, the Council has encouraged the promotion and creation of home ownership opportunities for Takoma Park residents as evidenced in its adoption of the Affordable Housing Policy and Action Plan (2002); and

WHEREAS, to provide residents with the resources needed to become financially ready and more knowledgeable about the home buying process, the City has developed the Takoma Park Home Buyers Club, a twelve-month training program designed to assist residents interested in becoming successful homeowners; and

WHEREAS, the programming offered through the Home Buyers Club is to be provided by certified trainers; and

WHEREAS, in accordance with approved procurement procedures, Consumer Credit Counseling Services of Greater Washington, Inc., the only HUD approved home ownership counseling service in Montgomery County, was found to be a sole source provider; and

WHEREAS, sufficient funds are available within the City Priorities FY05 budget for this contract.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
TAKOMA PARK, MARYLAND**

SECTION 1. The City Manager is hereby authorized to enter into a twelve-month contract with Consumer Credit Counseling Services of Greater Washington, Inc. for training and services required by the Takoma Park Home Buyers Club in an amount not to exceed \$12,800.00.

SECTION 2. The City Manager is further authorized to renew, as appropriate, such contract for up to three additional one year terms.

Adopted this ____ day of _____ 2005.

ATTEST:

Jessie Carpenter
Acting City Clerk